



JSH

PROPERTIES, INC.

PLAY MORE  
UNITE MORE  
RELAX MORE  
GATHER MORE  
**KENMORE**  
MINGLE MORE  
ENJOY MORE  
SHOP MORE  
LIVE MORE

Town Green Coming Summer 2016

Visit [www.DowntownKenmore.org](http://www.DowntownKenmore.org)



# Kenmore Town Green RFP



## EXCITING NEW URBAN RETAIL IN THE CITY OF KENMORE!

We are hereby pleased to propose the following retail leasing opportunity.  
We are accepting requests for proposals to lease the following property.



The Town Green and Community Building will be a public gathering place in the heart of Downtown Kenmore. It will help create the community's own sense of place and downtown identity. The Town Green is planned to be constructed on the north side of NE 181<sup>st</sup> Street near the northwest corner of NE 181<sup>st</sup> Street and 68<sup>th</sup> Avenue.

# | AERIAL

**SPENCER 68 PHASE I**  
 City sold the former King County Park & Ride (4.5 acres) to MainStreet Property Group in 2014. Phase I of 138 residential units, known as The Spencer 68, will be completed this Fall 2015.

**SPENCER 68 PHASE II**  
 First building in Phase II may begin construction in the second half of 2015.



**KENMORE CAMERA**  
 City sold 1.25 acres to Kenmore Camera in 2013. They opened their new store in early 2014.

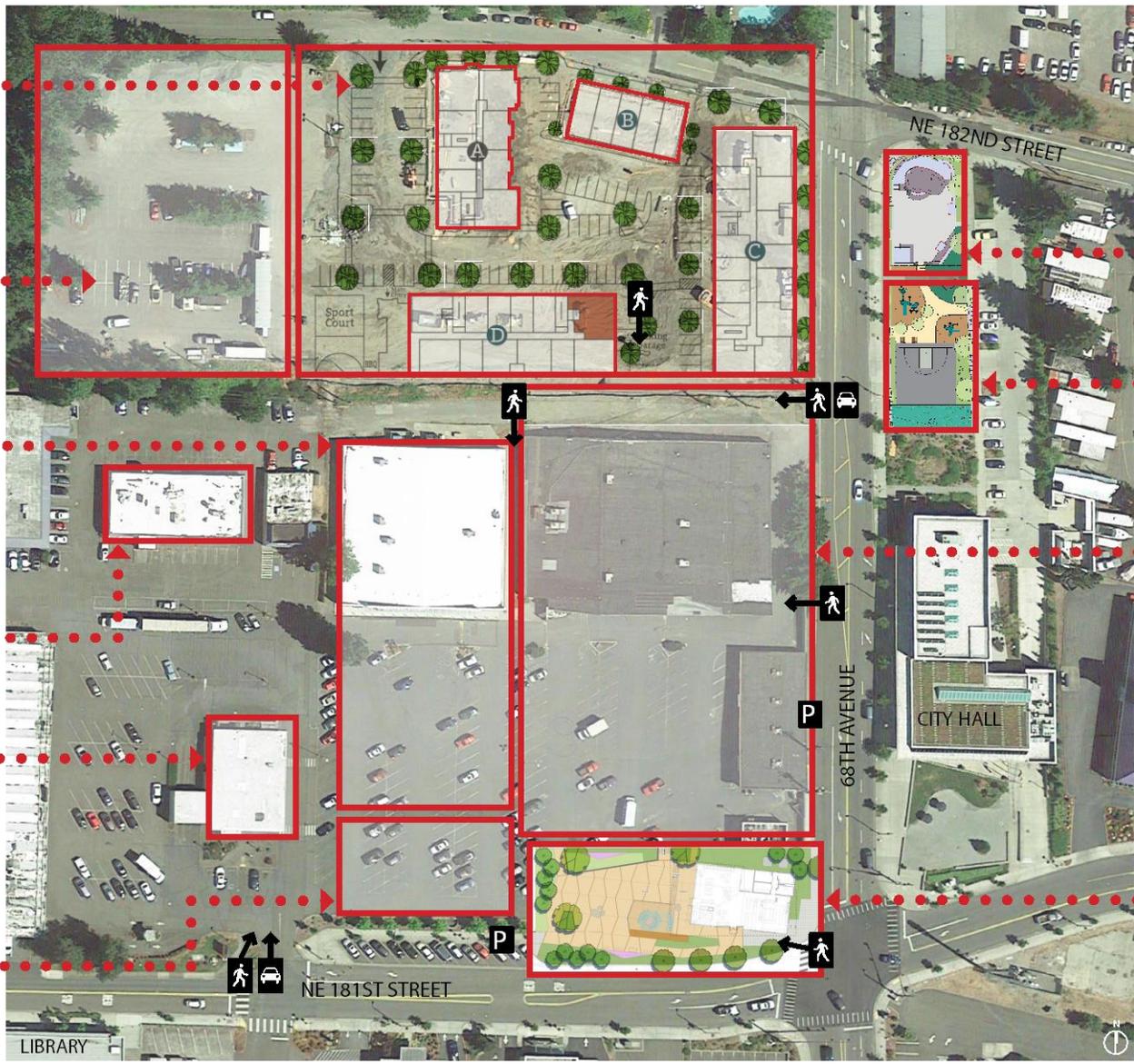


**SPEEDY REEDY**  
 New Triathlon store to open soon!



**KENMORE POST OFFICE**  
 City to retain ownership of the Post Office building. US Post Office recently renewed their lease with the City for an additional 5 years.

**PROPOSED RESTAURANT**  
 MainStreet has an option to purchase this parcel if they can produce a sit-down restaurant.



**SKATE PARK PHASE I**  
 New Skate Court to open Fall 2015.

**SKATE PARK PHASE II**  
 Phase II of City Hall Park not funded yet. Would include play structures, half-court basketball/pickle ball court.

**MIXED-USE**  
 In March of 2015, MainStreet purchased remaining portion of Kenmore Village Commercial (2 acres). Planned for mixed-use - commercial and residential.

**TOWN GREEN & COMMUNITY BUILDING**  
 City to retain ownership of corner parcel for Town Green & Community Building which will include food retail (i.e. coffee, etc).



Completion expected in mid-2016.

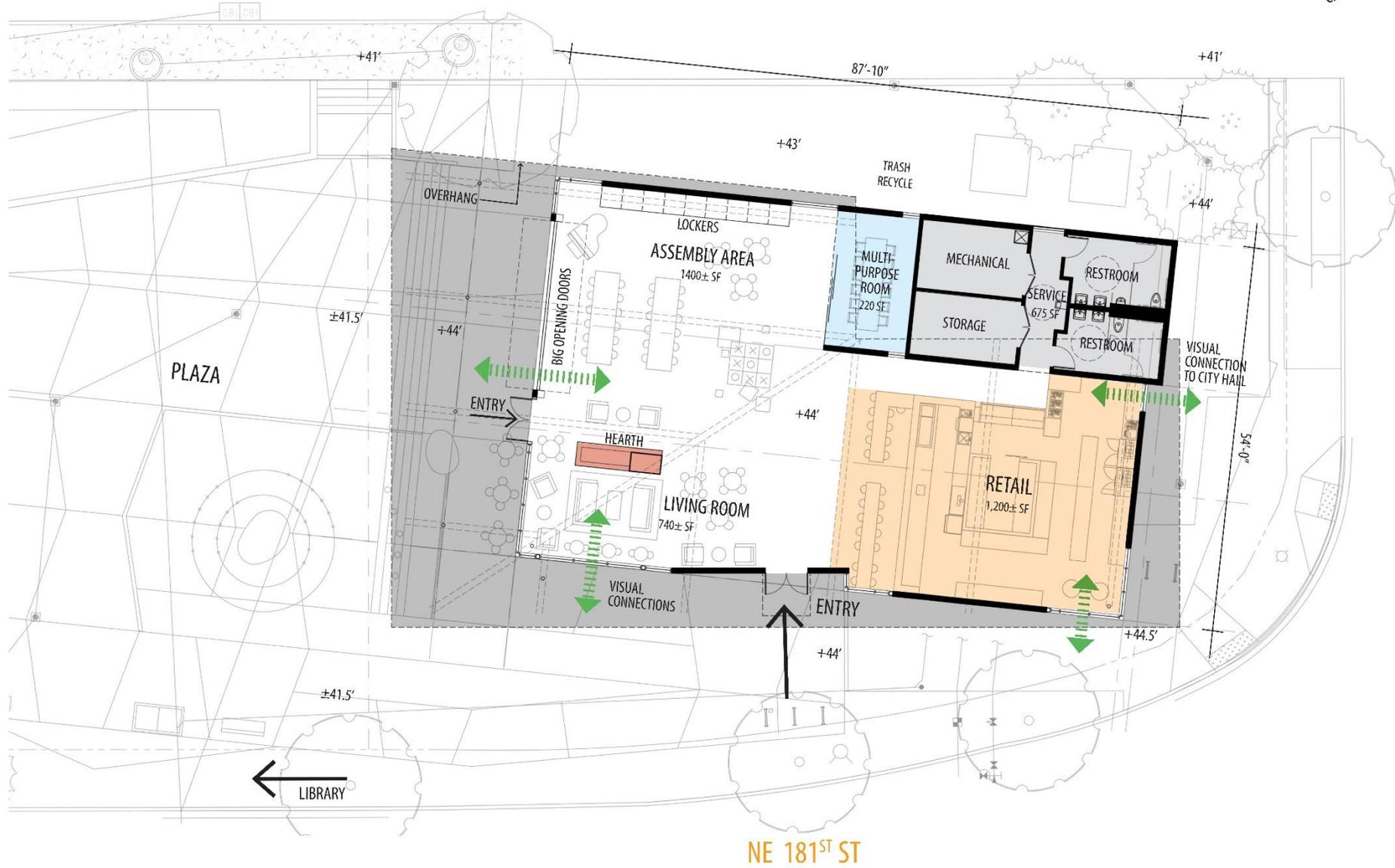


| AERIAL VIEW

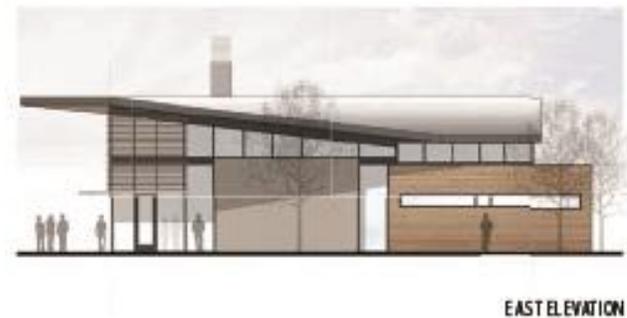
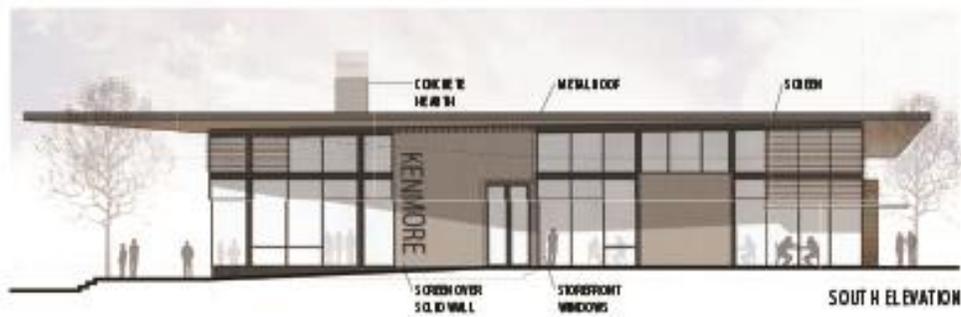
| STREET VIEW



# | SITE PLAN



# PAVILLION ELEVATIONS AND MATERIALS





| VIEW FROM SE



| VIEW FROM SW

## | DEMOGRAPHICS AND CITY DESCRIPTION

### Population

1 mile	12,579
3 mile	96,777
5 mile	314,032

### Average Income

1 mile	\$99,291
3 mile	\$99,180
5 mile	\$91,090

Kenmore is an urban community surrounded by the great outdoors. There are family-friendly neighborhoods, an award-winning school district, quality services, and many cultural amenities. Yet, it is easy to take hike in the woods, bike along Lake Washington, watch rare Herons nest or just drop a kayak in the water. Just minutes from Seattle and the Eastside, you can swiftly get to everywhere from Kenmore – whether by highway, seaplane or boat.

KENMORE, WA



## | REQUEST FOR PROPOSAL RETAIL SUMMARY

<b>Use:</b>	<b>Preferred uses shall be food use such as coffee, baked goods, sandwiches, wine, yogurt, ice cream.</b>
<b>Rental Rate/SF/YR:</b>	<b>Please submit the rental rate on a net basis. Estimated NNN's are \$6.00/SF.</b>
<b>Additional Rent:</b>	<b>Percentage rent is preferred, but not required.</b>
<b>Security Deposit:</b>	<b>Depending on the credit of the tenant shall determine the size of the security deposit.</b>
<b>Option to Renew:</b>	<b>Shall be personal to Tenant.</b>
<b>Tenant Improvements:</b>	<b>Tenant shall take the space in a "grey shell".</b>
<b>HVAC &amp; Access:</b>	<b>Units to be provided. Tenant to pay for distribution.</b>
<b>Power:</b>	<b>200 AMP panel shall be provided.</b>
<b>Restoration of Premises:</b>	<b>Tenant shall be required to restore premises. At least by expiration or default.</b>

**City of Kenmore, Washington**  
**REQUEST FOR PROPOSALS (RFP)**

**RFP Number:** 15-C1380

**RFP Title:** Lease of Retail Space in the City of Kenmore's Town Green Community Building

**Date Issued:** September 1, 2015

**Contact Person:** Steve Hansen, President JSH Properties

**Email Address:** [steveh@jshproperties.com](mailto:steveh@jshproperties.com)

**Submittals Due: No deadline but first review of proposals on November 6, 2015**

**Dates of Publication:** Seattle Times September 1, 2015; and Daily Journal of Commerce September 2, 2015

**Submit Proposals to:** Steve Hansen, President  
JSH Properties, Inc.

**Mailing Address:**

Mark the Submittal: RFP for Lease of Retail Space in the City of Kenmore's Town Green Community Building

Steve Hansen, President  
JSH Properties, Inc.  
10655 NE 4th Street, Suite 901  
Bellevue, Washington 98004

**Email Address:**

Include in the Email subject line: RFP for Lease of Retail Space in the City of Kenmore's Town Green Community Building. All email attachments must be in MS Word or PDF Format

Email to: [steveh@jshproperties.com](mailto:steveh@jshproperties.com)

**Notice:**

Notice is hereby given that the City of Kenmore, Washington (the City) seeks Proposals in response to this Request for Proposals No. 15-C1380. A RFP must be submitted to Steve Hansen, President of JSH Properties at the physical mailing address or email address noted above.

**Community Building Purpose:**

A proposed 4,600 square foot community building will be sited within the larger public town green parcel (approximately 22,000 square feet). Construction of the Town Green improvements and pavilion building, located at the northwest intersection of 68<sup>th</sup> Avenue NE and NE 181<sup>st</sup> Street, is anticipated to start later this year with completion in the summer of 2016. The City is seeking proposals from prospective retail tenants to lease approximately 1,100 square feet of space within the community building, and the grey shell of this tenant space should be available for tenant improvements in mid summer 2016. The City's preference is for food and beverage related tenants, such as coffee, baked goods, sandwiches, wine, yogurt, ice cream etc. The City is interested in a food retailer that has the most potential to activate the space and meet the needs of local customers. Though unlikely, the City may choose to select more than one retailer for the space, depending on the proposals.

The selected tenant(s) will take the space in a "grey shell" and shall be responsible for the cost of tenant improvements. Other details on the space are provided in JSH's listing announcement.

The purpose of including retail uses in the building is three-fold:

1. To generate revenue for the City and thereby offset the costs of operating and programming the building and the Town Green.
2. To help activate the space.
3. To provide "eyes" on the space.

The building will include a multi-purpose room, an assembly area, and a smaller living room area. A two-sided fireplace hearth will informally divide the assembly area from the living room space. The exterior of the building will include a generous porch overhang with outdoor seating, and the building will also include a large, attractive bay door that will open out on to the Town Green.

### **Background on the Town Green and Surrounding Downtown Development:**

The City of Kenmore is seeing the vision and goals for its downtown plan come to fruition. In the heart of the downtown, a new City Hall and new Library have been constructed in recent years. The City is also working with Main Street Property Group LLC to redevelop a former King County Park & Ride and a 1960's shopping center into a new mixed use development with over 200 new high density residential units (many of which are now built and occupied) and new office and restaurant uses. The Town Green is located at the front (south) portion of the former shopping center.

Demolition of the old shopping center buildings, adjacent to the City's proposed town green and community building, started the week of August 24, 2015. Site and grading work is anticipated to start in the very near future.

Immediately adjacent to and in coordination with MainStreet's commercial and residential project, the City is designing and will be constructing a new Town Green along NE 181<sup>st</sup> Street. As part of the Town Green project and at the NW corner of NE 181<sup>st</sup> Street and 68<sup>th</sup> Avenue NE, the City will construct a new civic building with an indoor community gathering space as its main focus. The City is taking an entrepreneurial approach to this building by dedicating a portion (approximately 1,100 square feet) of the building to retail uses. Customers of the retail uses will be able to gather in the adjacent gathering space in the building.

The Town Green will include an iconic water feature, heated rocks, outdoor seating opportunities, public art, and other amenities. At the west end of the Town Green will be a building pad reserved for a future sit-down restaurant. MainStreet has a two-year option to purchase this restaurant pad and can only exercise the option when they have secured a sit-down restaurant tenant for the parcel.

The City plans on programming the indoor and outdoor spaces, including movies on the Town Green in the summer. In addition to unscheduled, informal public gatherings and "hanging out," public use of the indoor space may include recitals (violin, ballet, etc.), book clubs, foreign language classes, service clubs, after school programs, etc. The City's budget includes a part-time employee starting in 2016 whose primary job will be to program and help activate the space (both indoor and outdoor).

**An optional pre-submittal meeting** will be jointly hosted by JSH and the City on October 8, 2015 at 10:30 am at Kenmore City Hall. Potential retailers will have the opportunity to hear a description of the Kenmore Village (including Town Green) project and ask questions pertaining to the project, Kenmore's vision for its downtown, and this RFP.

## **Submittal Requirements:**

Responses to this RFP must include the following:

1. A cover page that includes the name, address, phone number, email address, and primary contact person of the proposed retailer.
2. A written description of the following (in total no more than four single-spaced pages):
  - Retailer's experience in providing the retail services described in the proposal.
  - A basic business plan for the proposed retail use, including an explanation of how the services will be provided, including requested hours of operation, use of the retail space, how the retail use would interact with the interior (shown as "living room" and "assembly area" in the floor plan) and exterior (town green and porch under the building's overhang) gathering spaces.
  - Description of any activities the retailer will provide to help activate the space (classes, demonstrations, etc.), including cost, frequency, and availability of these activities to the public.
  - Retailer's proposed rent rate on a net basis. Estimated NNN's are \$6.00 per square foot. The City may also be open to a percentage rent with a minimum base rent arrangement.
  - Description of tenant improvements needed to support the proposed retail use.
3. Preliminary "sketch" of proposed tenant space(s) layout.
4. Two professional references for the owner or lead person associated with the proposed retailer.

**Evaluation Criteria:**

Submittals will be evaluated based upon the responsiveness of the submittal to the RFP. Evaluations will be based on criteria outlined herein, which may be weighted by the City in any manner it deems appropriate. Interviews, if deemed necessary, may be held with selected applicants based on an evaluation of the criteria outlined below:

Evaluation of the proposals will be based on the following:

- Proposed Rent
- Experience
- Proposed retail use(s) and how it fits with the City's expectations and goals for the space
- Description of how the services will be provided
- Financial wherewithal of the proposed tenant, including ability to obtain the capital necessary to commence and perform the proposed retail use.
- Results of the reference checks
- Preference may be given to local or unique retail brands

**Questions and Contact Information:**

The retail property is being listed by JSH properties, and all inquiries and contact shall be made through JSH. There is no deadline for RFP submittal, but first review of submitted proposals will take place starting on November 6, 2015. Second and/or subsequent reviews may take place thereafter. JSH and the City reserve the right to exclusively negotiate and enter to a lease agreement with any retailer(s) at any time.

All proposals must be submitted to Steve Hansen, President of JSH properties at the mailing address or email address listed above.

Questions regarding this project may be directed to Steve Hansen via email at [steveh@jshproperties.com](mailto:steveh@jshproperties.com). Please place "RFP for Lease of Retail Space in the City of Kenmore's Town Green Community Building" in the subject line. Unauthorized contact regarding this RFP with other employees of JSH properties or any City employee may result in disqualification. Any oral communication will be considered unofficial and non-binding on JSH properties.

**Other Terms and Conditions:**

In accordance with Title VI of the Civil Rights Act of 1964, the City hereby assures that no business or person shall, on the basis of race, color, national origin or sex, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under the City's programs, activities, or services. In addition, the selected retailer, with regard to the work performed during the contract, shall affirmatively support non-discrimination practices, including in the selection and retention of vendors and subcontractors and in the procurement of material, supplies, and equipment.